

Statewide Rollout Meeting

Minutes

November 30, 2001

Present:

Gary Imes, Chief, IT Section
Betty Cogswell, IT Section
Deborah Merrill, IT Section
Susan Brown Ward, IT Section
Hampton Carmine, IT Section
Bleecker Cooke, Maximus
Mark Robeson, Lee-Harnett

Sharon Smith, Contract Administration
Art Eccleston, Director's Office
Rick DeBell, DMH
Rick Olson, DIRM
Shawn Holland, DIRM
Sandy Flores, EDS
Paul Carr, EDS

Absent:

Mary Tripp, Program Accountability
Joan Kaye, Communications and Training

Jim Ryals, DIRM
Anita Curtis, IT Section

1. Contracts

⇒ **Fiscal Agency Contract**

John Come completed his review of the contract. After signatures, Sharon will send to EDS, possibly on Dec. 3. Timeline remains tight.

⇒ **MOA**

The revised MOA has been signed by the pilots and sent to their vendors for signature. The current MOA will be revised slightly in order to send it to the other area programs as a "sample". Before the future version is finalized, the Division must decide if vendor signatures will be required or not.

⇒ **MMIS+ Re-bid RFP**

Susan mentioned meetings have been conducted with the Medicaid workgroups and progress is being made to identify the detailed functionality being delivered by IPRS. Gary Imes requested that Barbara Moore, Bob Duke, Rick DeBell and Sharon Smith be kept informed of/included in all details associated with contractual matters.

2. Communications

⇒ **IPRS Web site**

Add sections to the web site for EDI transactions and IPRS training material. As new changes are made to the EDI transactions, the tracking option should be "on" to enable people to spot the changes easily.

⇒ **Status of Minutes**

Betty will revise the October 19 and November 2 minutes and have them posted to the web. Gary directed Rick to have the November 16 minutes posted to the web (after revising the statement under item 5. Other - with the heading of "State support of Area Program's move to IPRS").

3. Implementation Planning

⇒ **Selecting Area Programs for implementation phases**

- An e-mail will be sent to Area Directors and IPRS Coordinators requesting them to select a 1st and 2nd choice for an IPRS Implementation Phase. Population groups, covered services, and payment hierarchies used by the pilot sites will be posted to the web.
- Betty will redraft the current MOA (by eliminating not applicable portions) and include it in the e-mail to the Area Directors along with a copy of the Implementation Schedule. Gary Imes requested that Betty include Rick DeBell, Barbara Moore, Bob Duke and Sharon Smith in future sessions when the MOA is updated for use during implementation. Hold harmless will be addressed.
- Betty is working with Ivey Palmer of the PMO to develop a comprehensive training session for the Area Programs and their vendors to learn in detail about the EDI transactions and how they must be developed for IPRS. Betty wants to schedule the training for early in 2002, probably in mid to late February.

4. IPRS Production Operations' Support

⇒ **Data Operations**

- Gary and Deborah to work with EDS to develop Division support processes and procedures.
- Procedures for new Service Codes - Gary Imes requested Rick DeBell to work with Shawn Holland and Mary Tripp to develop procedures that outline the flow of work from the beginning of getting a new service code defined to the end when it has been properly installed into the environment. This will include steps for all associated Division sections and EDS.
Tracking Status - It is necessary to identify the Division's Section to be responsible for tracking the progress of developing a new code as it passes through the steps of the new procedure.

5. Other

⇒ **IRMC Request**

Material will be prepared for the April 2002 IRMC meeting. It will include 1) IPRS Development phase summary and 2) Detailed IPRS implementation plan

⇒ **State Plan**

The plan will be sent to the Legislative Oversight committee 11/30.

⇒ **Edits and Audits**

Art E. to work with Shawn, Gary, Deborah and Art Harris to set up edit and audit maintenance procedures (Bleeker wishes to observe). Shawn mentioned the final edits were being reviewed now and that the system audits were complete begin operation of the system.

⇒ **Statewide Utilization Management**

The statewide utilization system (Value Options) will be introduced to DMH by DMA's by 1/1/02. IPRS will eventually be impacted. Jim Jarrard is DMH's interface to DMA. He will supply details about parameters and such when available.

⇒ **Training**

- **Training of Division Managers/Support Staff** - The DMH Financial Reports and Inquiries Training will be 12/13 and 18 (313 Chapanoke, Room 245) for the Controller's Office, DMH Budget Office, Disability Sections, ACRQI and Program Accountability.
- **Test System for demo's, training, programming, and CSR and regression testing - (Address after FA Contract in effect)** - DMH, EDS and CNDS have identified an appropriate environment. Details to be developed.

6. Other Meetings -

⇒ **IPRS Development Steering Committee**

(January 2002)

The committee will meet January 4, with the expectation to formally accept IPRS for production.

⇒ **IPRS Implementation Steering Committee**

(Third Wednesday - 1:00pm)

Next meeting is January 16, 2002. The December meeting was cancelled.

- Hold Harmless subcommittee - The group meets as required.

⇒ **MMIS - IPRS Governance**

(Second Monday - 3:30pm)

Next meeting is December 10. Draft **Cost Allocation** policies and procedures for the sponsors by 11/28. After sponsor review, present to the committee 12/10.

⇒ **Division IPRS Workgroup**

(Alternating Tuesdays - 3:00pm)

Betty has requested each Section by December 11 to review their population groups and to do a gap analysis between the pop groups used by the pilot sites and those of the new State plan.

⇒ **Budget / Rate Process**

(October 31 - 1:30pm)

Finalizing procedures needed for rate changes. Cheryl is working with Accounting, Controller's Office and Deborah's group. Kent did provide rates to Cheryl who identified a significant number of service codes with no rates. Busy working to correct this.

**Next Meeting:
December 14, 2001, 8:30am, Albemarle CR 1112**